

VA Rural Transportation Planning Grant Program Grant Letter of Intent (GLOI)

FY 01-02

(This form will be available electronically on the Virginia Rural Transportation Planning Web Page)

PDC: Name _____

PDC Contact (Name) _____ **Phone #** _____

VDOT: Project Manager (Name) _____

Minimum Qualifiers:

- The Grant Proposal application is received by Mr. Ken Lantz in TPD Administrative Office and stamped by 5:00 P.M. on March 15th.
- A PDC resolution supporting the GLOI is included with the grant application.
- The Rural Transportation Planning Assistant Program Scope of Work is included with the application.
- The application indicates sufficient matching funds (80% VDOT, and 20% Local)
- The application includes sufficient description and designation of an end product.
- The project is a transportation-related task
- The requested SPR funds for a project shall not exceed \$200,000.
- The proposed project is to be completed within the fiscal year.
- The grant application is to be completed (type) no smaller than a 12 font.

Briefly describe the proposed project.

Describe the appropriateness of the project. (How will this project improve/enhance transportation?)

Describe the end-product of this project.

What is the total estimated cost of this project? \$ _____

What is the portion of the total project cost to be provided by the PDC?

(Local match must be at least 20% of the total cost to be considered)

% VDOT _____ % % Local/Other _____ %

Who will be performing the work? (PDC, County Staff, Interns, Consultant etc.)

| <u>Who will perform the work</u> | <u>Percent</u> | <u>Estimated Cost</u> |
|----------------------------------|----------------|-----------------------|
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Is a PDC resolution approving the grant request attached? Yes ___ No ___.

(applications without a resolution will not be considered)

Is a copy of the Scope of Work (SOW) for the Rural Transportation

Planning Assistance Program attached? Yes ____ No ____.

Brief outline of the grant project SOW: (required)

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Additional information which would be useful to the RTPGP Selection Committee in making its decision.

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The Grant Letter Of Intent should include this two (2) page application, a copy of the resolution supporting the GLOI, and a copy of the RTPAP Scope Of Work.